

Staff Dress Code

Employees are to be the exemplars to the students in all aspects. Faculty and staff are to dress in a manner so this is clearly evident to all students, parents, and visitors to the school. Faculty and staff are to dress better than the requirements for the students. Logos, jean material, and T-shirts are not allowed.

Staff members should dress modestly and professionally at all times. Jeans, t-shirts, and other casual garments are not appropriate when representing the school. Shoulders and cleavage must never be shown. Clothing must not be excessively tight or baggy. Tight pants shall not be worn. The criteria for pants that are too tight will be determined by *ease*. (Note – Ease is defined as the amount of stretch in the fabric available when pulling on the fabric at the thigh level. LCS recommends at least 3".)

Shoes must always be worn: Any type of sandals, Uggs, tennis shoes, cowboy boots are considered casual attire and therefore, not considered professional. Open toed shoes and backless shoes are acceptable.

The one exception to this rule is Physical Education, in which teachers are expected to dress appropriately for their assignments.

- Collared shirt, dress shoes, belt, shirt tucked in, ties optional.
- Dresses and skirt must reach the knee, regardless if leggings or tights are worn underneath.
- Hair must be clean, neat and conservative, no extreme hairstyles or unnatural hair colors.
- Facial hair should be well groomed and hygienic and no visible piercings.
- No visible tattoos.
- No facial piercing.
- One necklace and one pair of earring only.
- Jewelry should not be gaudy or distracting.
- Shirts are to be cut no more than four fingers WIDTH from the top of the sternum, with corresponding length on the back.

Be considerate of the school's image as well as your image with parent, visitors and your co-workers. Final decisions with respect to the dress code are made at the discretion of the Executive Director or his/her designee, including items not specifically referred to in the above policy. If the Executive Director or your immediate supervisor or their designee feels you are inappropriately dressed, he or she shall have the discretion to send you home to change clothing, which is deemed appropriate and according to policy. The Executive Director or his/her designee must approve any exception to this policy due to a medical or religious reason.

LCS Policy Adopted August 9, 2012

Revised Policy Adopted August 21, 2017